

**Berwick-upon-Tweed Town Council****LIST OF CHEQUE PAYMENTS**

The following cheque payments have been made by Berwick Town Council in line with the criteria set out in Section 9 of the Financial regulations

<b>Voucher Code</b>	<b>Date</b>	<b>Cheque No</b>	<b>Description</b>	<b>Supplier</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
231	06/10/2016	101410	Consultancy	Spence & Dower	615.00	123.00	738.00
232	06/10/2016	101411	Bus Shelter repairs	Steven Monks	270.49	54.10	324.59
233	06/10/2016	101412	Bus Shelter cleaning	Wheeleigh Clean	251.00	0.00	251.00
234	06/10/2016	101413	IT support	Northern Lab	90.00	18.00	108.00
235	06/10/2016	101414	Entertainers	R Bell	75.00	0.00	75.00
236	06/10/2016	101415	Scribe 2000 annual software licence	Scribe 2000	295.00	59.00	354.00
237	06/10/2016	101416	Consultancy	Jo-Anne Garrick Ltd	1,109.10	0.00	1,109.10
238	06/10/2016	101417	Bus Shelter repairs	Bob Lee Welding	116.34	23.27	139.61
239	06/10/2016	101418	Grant	Berwick Literary Festival	2,000.00	0.00	2,000.00
240	06/10/2016	101419	Plants	Newton Don Nursery	540.60	108.12	648.72
241	06/10/2016	101420	Photocopies	Capital Solutions	83.96	16.79	100.75
242	06/10/2016	101420	Photocopier service agreement	Capital Solutions	590.00	118.00	708.00
243	06/10/2016	101421	Grant	Army Cadet Force	119.75	0.00	119.75
244	06/10/2016	101422	Catering	Ruth Forrest Catering	600.00	0.00	600.00
245	06/10/2016	101423	Printing	Martins	75.00	0.00	75.00
246	06/10/2016	101424	Ink cartridges	Viking	20.49	4.10	24.59
247-50	06/10/2016	101425	Handy Person Service	Northumberland County Council	36,384.00	0.00	36,384.00
251	06/10/2016	101425	Spittal Splash Park SLA	Northumberland County Council	7,801.13	1,560.23	9,361.36
252-8	06/10/2016	101425	Salaries:	Northumberland County Council	3,244.58	0.40	3,244.58
267	27/10/2016	101426	Waste bags	Portland polybags	655.00	131.00	786.00
268-9	27/10/2016	101427	Printing	Shiel Morrison	34.00	3.60	37.60
270-1	27/10/2016	101428	Bus Shelter repairs	PJ Brown	728.52	145.70	874.22
272-3	27/10/2016	101429	Bulbs	J Parkers	314.90	62.98	377.88
274	27/10/2016	101430	External audit	BDO LLB	1,000.00	200.00	1,200.00
275-6	27/10/2016	101431	Cleaning	Crystal Stone Ltd	93.00	0.00	93.00
277	27/10/2016	101432	Subscription	Guild of Macebearers	30.00	0.00	30.00
278	27/10/2016	101433	Seat maintenance	Roger Morrison	760.00	0.00	760.00
279	27/10/2016	101434	Photocopies	Capital Solutions	45.64	9.13	54.77
280	27/10/2016	101435	Badges	Adler	96.49	19.30	115.79

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281 IT Support	27/10/2016	101436	IT support	Northern Lab	90.00	18.00	108.00
282-5 Bins - litter/grit	28/10/2016	101437	Litter bin replacement	Northumberland County Council	260.41	52.08	312.49
286 SSP Equipment Maintenance	28/10/2016	101437	Litter bin installation	Northumberland County Council	54.30	10.86	65.16
287 Equipment Maintenance	28/10/2016	101437	Litter bin installation	Northumberland County Council	54.30	10.86	65.16
288 Equipment Maintenance	28/10/2016	101437	Litter bin installation	Northumberland County Council	54.30	10.86	65.16
289 Floral Displays [labour]	28/10/2016	101437	watering	Northumberland County Council	2,946.24	589.25	3,535.49
290 Public Toilet costs	28/10/2016	101437	servicing	Northumberland County Council	2,000.00	400.00	2,400.00
291-7 Salaries:	28/10/2016	101437	Salaries:	Northumberland County Council	3,244.58	0.40	3,244.58

**Berwick-upon-Tweed Town Council**  
**LIST OF DIRECT PAYMENTS**

The following direct payments have been made by Berwick Town Council in line with the criteria set out in Section 9 of the Financial regulations

<b>Voucher Code</b>	<b>Date</b>	<b>Cheque No</b>	<b>Description</b>	<b>Supplier</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
259 Electricity	06/10/2016	directdebit	Electricity	Southern Electric	44.70	2.23	46.93
260 SSP Electricity	06/10/2016	directdebit	Electricity	British Gas	37.39	1.86	39.25
261 Telecoms	06/10/2016	directdebit	phone	BT	63.43	12.69	76.12
262 Telecoms	06/10/2016	directdebit	phone	BT	80.38	16.08	96.46
263 Telecoms	06/10/2016	directdebit	phone	BT	63.38	12.68	76.06
264 Water	06/10/2016	directdebit	Water services	Northumbrian Water	49.50	0.00	49.50
265 Salaries: Pension	06/10/2016	directdebit	Pension	NEST	160.32	0.00	160.32
266 Salaries: Pension	06/10/2016	directdebit	Pension	NEST	160.32	0.00	160.32

## Explanatory Notes to accompany payment lists.

### Cheque Payments

Reference	Note
231	Work for Berwick Barracks Workshops
232	Repair of bus shelter lights
233	Bus shelter cleaning
234	Monthly IT support
235	Piping at Investors Conference
236	Accounting software licence renewal
237	Work for Neighbourhood plan
238	Repairs to bus shelters
239	Grant to Literary Festival
240	Winter bedding plants
241	Monthly charge for photocopies
242	Annual photocopier service agreement
243	Grant to Army Cadet Force
244	Catering at Investors Conference
245	Printing of Berwick in Bloom Northumbria in Bloom entry report
246	Printer cartridges for Cllrs
247-50	Agreed cost for Handy Person Service
251	Annual inspection cost for Splash Park; includes water safety monitoring
252-8	Staff salaries for September
267	Dog Waste bags
268-8	Printing for Investors Conference
270-1	Bus Shelter repairs
272-3	Spring Bulbs
274	External Audit costs
275-6	Office cleaning August & September
277	Membership for Sargent at Mace
278	Seat repairs
279	Monthly charge for photocopies
280	Badges for Mayor to gift
281	Monthly IT support

### Cheque Payments

Reference	Note
282-5	Replacement of litter bins at various sites
286	Installation of new bin at Splash Park
287	Installation of new bin at Grove Gardens
288	Installation of new bin at Newfields
289	Hanging basket watering during summer
290	Agreed cost of keeping Spittal Toilets open during last winter
291-7	Staff salaries for October

### Direct Payments

Reference	Note
259	Monthly office electricity cost
260	Monthly Splash Park electricity cost
261-3	Phone costs
264	Office Water charge [six months]
265	Pension payment August
266	Pension payment September